

## **IDAHO NATIONAL LABORATORY COMMUNITY DONATIONS**

### **Commitment to Helping Others**

INL funds philanthropic projects that focus on education, arts and culture, civic and community, and health and human services. We also dedicate a portion of our budget to complementing Team INL volunteer projects of our staff, their families and retirees. If additional support for the project is needed, the benefiting 501[c][3] or 170[c] organization is encouraged to send us a letter telling of the Team INL project and explaining the need for additional funds. Also, when INL equipment and property are upgraded, items may become available for donation to eligible organizations.

INL is also supportive of activities and investments that result in the economic development of the surrounding communities. We are interested in projects that will improve our neighbors' quality of life as reflected in community support networks and civic accommodations. INL welcomes the opportunity to review requests for support of programs that benefit our local communities. A major portion of INL's community investments is allocated to established organizations with reputations for meeting community needs, demonstrating cost-effectiveness, and

implementing quality programs and services. We are also interested in hearing from new or recently established organizations and/or innovative programs that are attempting to address original areas of concern identified by the community that are valued by INL.

### **Our Focus**

While INL does support the arts, civic and health and human services, our primary focus is education. We continually encourage the development of our youth by supporting educational programs that provide important knowledge and skills, and that nurture the growth of elementary, secondary and post-secondary students. We are interested in programs that emphasize mathematics, science and technology education, particularly in the context of education reform. In today's competitive market, all students not just those entering scientific careers must be encouraged to recognize the importance of those subjects.

### **Do You Qualify?**

INL gives added consideration to requests from organizations in which our employees actively participate. Requests are discouraged that duplicate existing services and programs. The program does not provide continuing funding for recurring projects or for political or

religious purposes. Preferential support is given for regional and/or local organizations and projects over national organizations. Generally, financial support is not provided for individuals, athletic events, contests, extracurricular school activities, courtesy advertisements, professional meetings and conferences, overhead and administrative expenses, fundraising events or emergency funds.

To be eligible for an education distribution, the project must meet the following criteria:

- Proposal is endorsed by an administrator from the school or school district (e.g., signature of a principal or a superintendent).
- Proposal describes the strategic commitments (e.g., financial, in-kind, people, etc.) the organization is making to the proposed project.
- Proposed projects must address one or more of the following areas that are critical to improving science, mathematics, and technology education:
  - Efforts provide professional development for teachers or administrators in the areas of curriculum, instruction and assessment.
  - Efforts to increase student achievement, interest and

- participation in science, math, and technology-related studies.
- Efforts to enhance, extend and enrich the “core” curriculum by linking academic learning to the world beyond the classroom.
- Efforts that require additional equipment and/or instructional materials that can be used to enhance teaching and learning of science, mathematics and technology.
- Efforts to promote diversity and equity within science, mathematics and technology, including a focus on under-represented students.
- Efforts to build community understanding about, and participation in, standards-based science, mathematics and technology education.
- Efforts that create and improve overall physical infrastructure that enhances educational opportunities within the community.

INL will also consider requests from community organizations, other than those that have a 501[c][3] or 170[c] tax-exempt status, for projects that reflect INL interests, mission and values. Generally, we will not support fundraisers and galas and will give preferential consideration to

projects that improve the community-wide quality of life and promote economic development.

In the above programs, we generally will consider one special project or situation per cycle for each organization. In all cases, the merit of the proposal, weighed with other factors cited in this guideline, is key.

### **Apply for a Funding Request**

To initiate a funding request, applicants should complete an INL Request for Donation application. This form can be located at <http://www.inl.gov/corporate/>

If there are questions, applicants are encouraged to call the Corporate Contributions Coordinator before submitting a proposal. To ask a question, call Lori Priest at (208) 526-9154 or send an e-mail [lori.priest@inl.gov](mailto:lori.priest@inl.gov).

### **Contribution Fiscal Cycle**

For Corporate Contributions purposes, INL’s fiscal cycle is October 1 through August 30. Requests received too late for consideration in a given fiscal cycle will be considered during the next cycle. The Corporate Contributions Committee usually meets every other month to review requests. The complete review and approval process may take several months.

When the review is complete, the organization will be notified of the results. If a corporate contribution is the result, the organization is asked to acknowledge receipt of the corporate contribution and, when the project is complete, to send a letter telling INL of the completion of the project, whether or not all goals were achieved and any other commentary that might be appropriate for that project. Also, we would like a copy of any materials in which INL’s contribution is acknowledged.